

**MINUTES OF THE HANOVER BOROUGH COUNCIL  
ECONOMIC DEVELOPMENT COMMITTEE MEETING**

**March 10, 2021**

Chairman Hoover convened the meeting of the Hanover Borough Council Economic Development Committee meeting on Wednesday Evening, March 10, 2021 at 7:00 PM at the Hanover Borough Municipal Building, 44 Frederick Street, Hanover, Pennsylvania, as advertised.

**Attendance:** Hanover Borough Economic Development Committee Members present were Mr. Chesney, Mr. Hoover Mr. Roland (*via telephone*), and Dr Rupp; Council Members Hegberg, Kress and Lockard; Main Street Manager Trucksess (*via telephone*); Staff Members Borough Manager Dunford, Secretary Felix, Planning & Engineering Director/Zoning Officer Mains and Finance Director Miller.

**Approval of the Minutes:** It was moved by Dr. Rupp, seconded by Mr. Hoover to approve the minutes of January 13, 2021. Motion carried.

**Public Comment:** None was presented.

**Mobile Parking & Kiosks:** Planning & Engineering Director Mains noted that Council asked for information on various parking options for the downtown. As part of the Downtown Hanover Parking Strategies parking study completed in August 2020, it was the consensus of the Economic Development Committee that the Department of Planning and Engineering (DPE) take on various action items extracted from the study. DPE contacted various communities and providers to explore parking options to identify how best to modernize the parking systems in the Borough. As part of this current evaluation effort the project area encompassed the PNC lot (and street parking) on Railroad Street and the public parking lot on Chestnut Street. A parking kiosk option would be optimal for the PNC lot, in light of the removal of the parking meters and the agreement with PNC to allow public parking. The ongoing maintenance cost of the current parking meters was discussed, and the concept of gradually phasing them out.

The proposed Passport platform is COSTARS approved, and offers a comprehensive mobile parking app with administration, enforcement and follow-up at a cost of \$18,260 and the installation of a compatible fixed location parking kiosk from McKay Meters at a cost of \$7,085. Cash could still be used at both the meters and kiosk. Both providers are on a "pay by plate" basis meaning the user enters their license plate as the basis for parking. This was deemed to provide the easiest operations for enforcement purposes. The enforcement side of the mobile application can be used to enforce kiosk-based users as well as those who use the mobile (phone) application. Several systems were identified that had proprietary software and would have generated a duplication of function, and were therefore eliminated from the evaluation. A summary sheet was provided to the

Committee to outline the associated initial and on-going costs for annual operation support, payments, enforcement support, etc. The total cost of a single kiosk and the Passport mobile application setup, assuming there are two (2) enforcement officers initially for tablets and printers is approximately \$25,345.00. The Borough's parking rates would need to be adjusted to a minimum of \$1.00 per hour. The increased rate is still below what other surrounding communities and communities of similar size are charging. Any increase in rate should be reviewed along with overall policies for parking to identify opportunities in line with the August 2020 parking study. This effort could help to mitigate the impact of increased parking fees, while modernizing the parking facilities in the Borough.

It was moved by Mr. Roland, seconded by Mr. Chesney to forward the recommendation to approve the contract with Passport for \$18,260 for the development and deployment of a mobile parking platform and contract with MacKay Meters for \$7,085 for the installation of a fixed location parking kiosk to the Council Workshop agenda. Motion carried.

### **Main Street Hanover - Update**

- Main Street Manager Trucksess reported that the Art-Alley Committee is coordinating the first mural which will begin in the spring at 129 Broadway on the side of the building.

Mr. Roland asked if there will be media directly on the building. Mrs. Trucksess explained that this project will have panels attached to the building.

- Main Street Hanover will be canvassing local businesses for the hospitality industry grants; and the York County Economic Authority (YCEA) is managing the grant application project.
- The York County Trail Towns Program presentation will be Wednesday, March 17<sup>th</sup> at the Council Workshop meeting.
- Main Street Hanover is working on the hanging baskets online fundraiser for the downtown.
- 50 banners are available for the Hometown Heroes banner program for businesses or family sponsorships.
- Spring and Summer Picnics in the Park are being planned for Wirt Park with food vendors; Art in the Park events are also planned for Wirt Park. The Sign of the Horse

grand opening event is planned for April 2<sup>nd</sup> and 3<sup>rd</sup> at former Miscreation on the Square.

- There is a new bridal boutique on Baltimore Street.
- Mr. Roland added that Timeline Arcade and PA Tabs have closed their businesses.

**Economic Development Corporation (EDC) Candidates for Board Members:**

Mr. Roland would like to establish a list of individual attributes and blind scoring for the candidates.

Dr. Rupp noted that the Board Members should consist of a wide variety of background expertise.

Mr. Chesney indicated he felt that some of the people do not truly understand the focus or purpose of the EDC.

Dr. Rupp would like the Committee to put together a list of questions for the candidates.

Mr. Hoover liked the idea of creating a matrix for the candidates for comparison purposes.

Dr. Rupp suggested that all ideas and lists of questions could be sent to Borough Manager Dunford.

**Public Comment:**

Mr. Colby Swartz, a potential candidate for the EDC, was present this evening. He discussed his background on an EDC in New York City, and noted he is familiar with real estate and financial matters.

Chairman Hoover thanked Mr. Swartz for his attendance this evening.

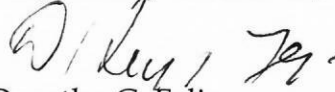
**Correspondence received regarding parking:** A request was received by the Mayor from a downtown business employee asking for reform of the current parking pass system, to give downtown employees and business owners a reduced rate and thereby support the downtown businesses.

Chairman Hoover thanked the citizen and noted that downtown parking reform is in the works.

Chairman Hoover asked Committee members to email Manager Dunford with a list of criteria and questions for the candidates for future consideration.

**Adjournment:** Mr. Hoover thanked all for their attendance. It was moved by Dr. Rupp, seconded by Mr. Roland to adjourn the meeting at 7:45 PM. Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "D. Felix, Jr.", is written over the printed name.

Dorothy C. Felix  
Borough Secretary